

# Virginia Wireless E-911 Services Board

## Project Management Monthly Activity Report

Vendor: L. Robert Kimball & Associates  
 Region/Locality: Skyline Region  
 Period: 11/30/02 - 12/27/02 REVISED

Activity Report					
Task	Locality/Hours	% Complete	Total Hours	Hours this period	Comments
Active Tasks					
PSAP Planning		50%	176.75	34.25	
Continued with project plan for each PSAP. Involved telephone calls, conference calls, face-to-face conversations, and e-mails.	Region - 34.25 (Apprx. 5.71 hours per PSAP for month.)				Reviewed each PSAPs' project plan on a regular, often daily, basis to assure goals and objectives are being met. Prepared/reviewed such plans with Sr. Project Manager, Director/Coordinator, and Telecom Specialists as needed. Revised plans as appropriate for each PSAP to reflect current status. I.e. follow-up/review of multiple task items, follow-up/review of multiple equipment issues, planning/preparing/follow-up for meetings and telephone calls, documentation of findings, review of time line in regard to several tasks, tasks related to implementation but not categorized as a single task, assignment of tasks to resources, administrative type issues not task specific, etc.

			<p><i>Resolved issue with Har-Rock PSAP receiving what appeared to be Devon Wireless calls. Har-Rock will be moving off of the Rockwell Switch 12/31/02. LEC advises this should not be a problem during the interim until new CPE installed. Will monitor. Spent considerable time working with Rockbridge County and LEC toward a resolution of situation concerning off site ANI/ALI controller, central office based CPE switch, proper handling of calls, and presentation of statistical information. PSAP is exploring options to finance this purchase. The PSAP has applied for a grant to assist with funding. LEC has advised PSAP needs to purchase as soon as possible; unsure how long PSAP will be allowed to process calls through the ECS1000 (CO).</i></p>
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PSAP Assessments		85%	111.25	34.50	
Updated, continued, and followed-up on assessment for each PSAP.	Region - 34.50 (Apprx. 5.75 hours per PSAP for month.)				<p>Followed-up on CPE for each PSAP. Individual PSAP issues and concerns addressed and appropriate action taken for each. Issues include Motorola Centralink, Maars View, and CML. Indications are that issues can be resolved either with purchase of new equipment, software upgrades, or deployment of Phase II. Issue to remain as ongoing and evaluation will continue for those PSAPs that issues can not be resolved by Phase II deployment. Continued extensive evaluation for determining integration of CPE and CAD for each PSAP. Provided documentation developed by Kimball with requirements for Phase I and II to specific vendor to assist with issue resolution on their part. Forwarded such documentation on to additional vendors.</p>

					<p>Working to ensure seamless interface with of the two components. All indications are that the CPE for Waynesboro needs to be replaced. The issue is being evaluated and options explored. PSAP has determined the need to purchase CPE. PSAP will accept calls with the current equipment until such time as they can replace the CPE; estimate purchase next FY. Researched issue of multi PSAP for Nelson County and handling of the wireless calls with current CPE. Issue related to number of trunks. Also involved conversations with LEC and WSP. Worked on issue of there being no consistency for "all busy" and/or "no answer" scenarios for PSAPs. Followed up with US Cellular's concern with Rockbridge County's intention of "all trunks busy" request. Pursued issue of calls routing to VSP with WSB for Waynesboro. Issue resolved.</p>
<b>Funding Request/True Up Assistance</b>		<b>40%</b>	<b>25.50</b>	<b>6.00</b>	
<p>Assisted one PSAP with amendments for January meeting. Reviewed future amendments with other PSAPs.</p>	<p>Region - 6.00 (Apprx. 2 hours for Rockbridge; .8 hours for remaining PSPAs for the month.)</p>				<p>Submitted amendment for Rockbridge County. Reviewed particular equipment needs and costs with other PSAPs. Amendments forthcoming in next couple of months.</p>

LEC/WSP Liaison		42%	150.52	57.00	
Worked with LEC and/or WSP to address/assess issues deployment issues for each PSAP.	Region - 57.00 (Apprx. 9.50 hours per PSAP for the month.)				Worked with Nelson County and LEC to determine appropriate number of wireless trunks. Drafted trunk order letter to Verizon for Nelson County. Followed up with Sprint PCS on their Phase I deployment for Rockbridge County. Conducted introductory call with TSI Connections. Also discussed TSI Connection's data delivery to Harrisonburg PSAP. Drafted "all trunk busy" letter to wireless deployers for Rockbridge County PSAP. Followed up with Verizon Wireless on their intention of deploying Phase I and II simultaneously with Rockbridge. Drafted Phase I request letters for Augusta County. Drafted Phase I request letters for Harrisonburg PSAP to Nextel Partners. Coordinated Phase I testing between US Cellular's and Rockbridge County. Requested a follow up to all wireless carriers in VA concerning deployment status for Rockbridge County.

					Resolved issue with Har-Rock PSAP receiving what appeared to be Devon Wireless calls. Har-Rock will be moving off of the Rockwell Switch 12/31/02. LEC advises this should not be a problem during the interim until new CPE installed. Will monitor. Spent considerable time working with Rockbridge County and LEC toward a resolution of situation concerning off site ANI/ALI controller, central office based CPE switch, proper handling of calls, and presentation of statistical information. PSAP is exploring options to finance this purchase. The PSAP has applied for a grant to assist with funding. LEC has advised PSAP needs to purchase as soon as possible; unsure how long PSAP will be allowed to process calls through the ECS1000 (CO).
Installation Oversight		0%	0.00	0.00	
Cut-Over Assistance		0%	0.00	0.00	
System Implementation		10%	52.25	14.25	
Assessed receipt of Phase I data from LEC via CPE; determined if display of data correct.	Region - 5.25 (Apprx. .88 hours per PSAP for month)				Identified and/or resolved issues. Issue escalated.Nothing pending at this time for LRK.
Prepared individual assessment/information for particular sites regarding issues relating to the cut-over. Part of project plans.	Region - 6.00 (Apprx. 1 hour per PSAP for month)				

Reviewed and discussed issues concerning move to new center.	Har/Rock - 3.00				Involved discussions with LEC, Vendor, WSPs, Telecom Specialist, and Director.
Mapping/GIS Assistance		10%	98.25	52.00	
Worked with PSAPs to determine mapping and GIS needs. Reviewed information with GIS Tech. Group and individual meetings planned.	Region - 19.50 (Apprx. 3.25 hours per PSAP for month)				Identified specified PSAP needs and requirements for appropriate product selection. Four PSAPs have ArcView platform; two have AutoCad platform. Each PSAP has unique mapping/GIS concerns and needs.
Contacted vendors for information concerning mapping solutions and compatibility. Demonstrations arranged.	Region - 32.50 (Apprx. 5.42 hours per PSAP for month)				Pursued issue more intently with PSAPs and vendors. There are two mapping platforms - ArcView and AutoCad that solutions are being sought. Each PSAP has unique mapping/GIS concerns and needs.
Project Reporting		18%	85.20	19.95	
Collected information and prepared monthly status report for WSB. Provided to respective PSAP.	Region - 19.95 (Apprx. 3.33 hours per PSAP for month)				Prepared report outlining pertinent information for each PSAP.
Training		0%	0.00	0.00	
Acceptance Testing		0%	0.00	0.00	
TOTAL HOURS			699.72	217.95	
Completed Tasks					
			0	0	